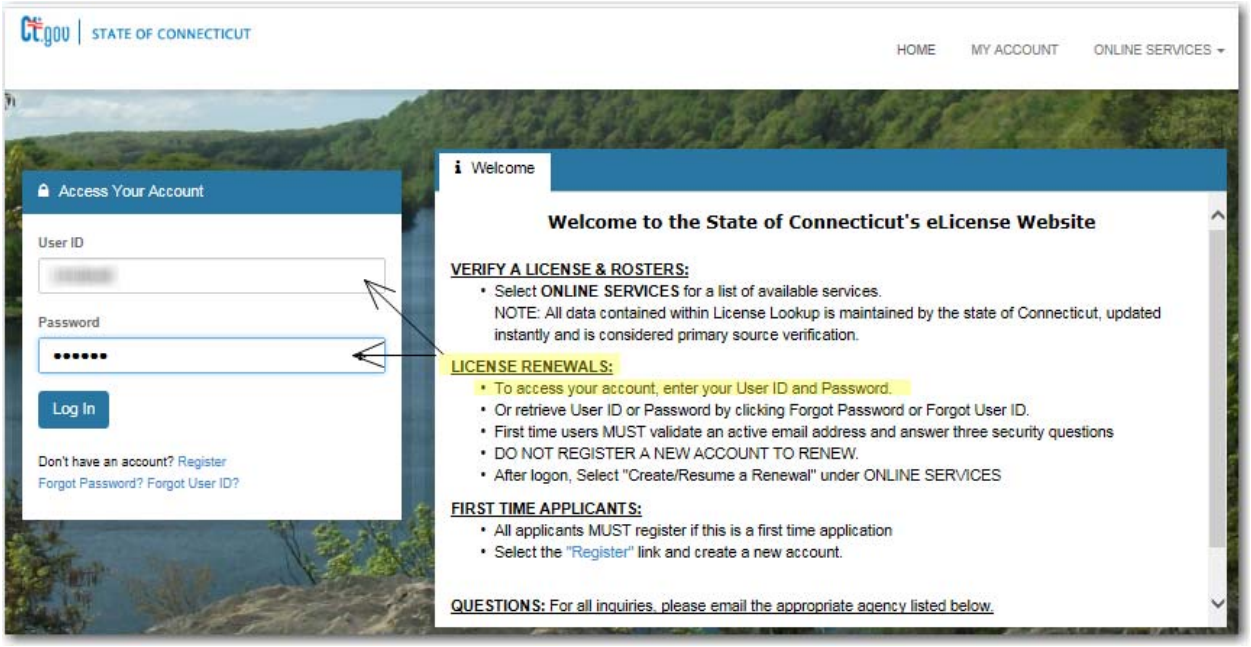
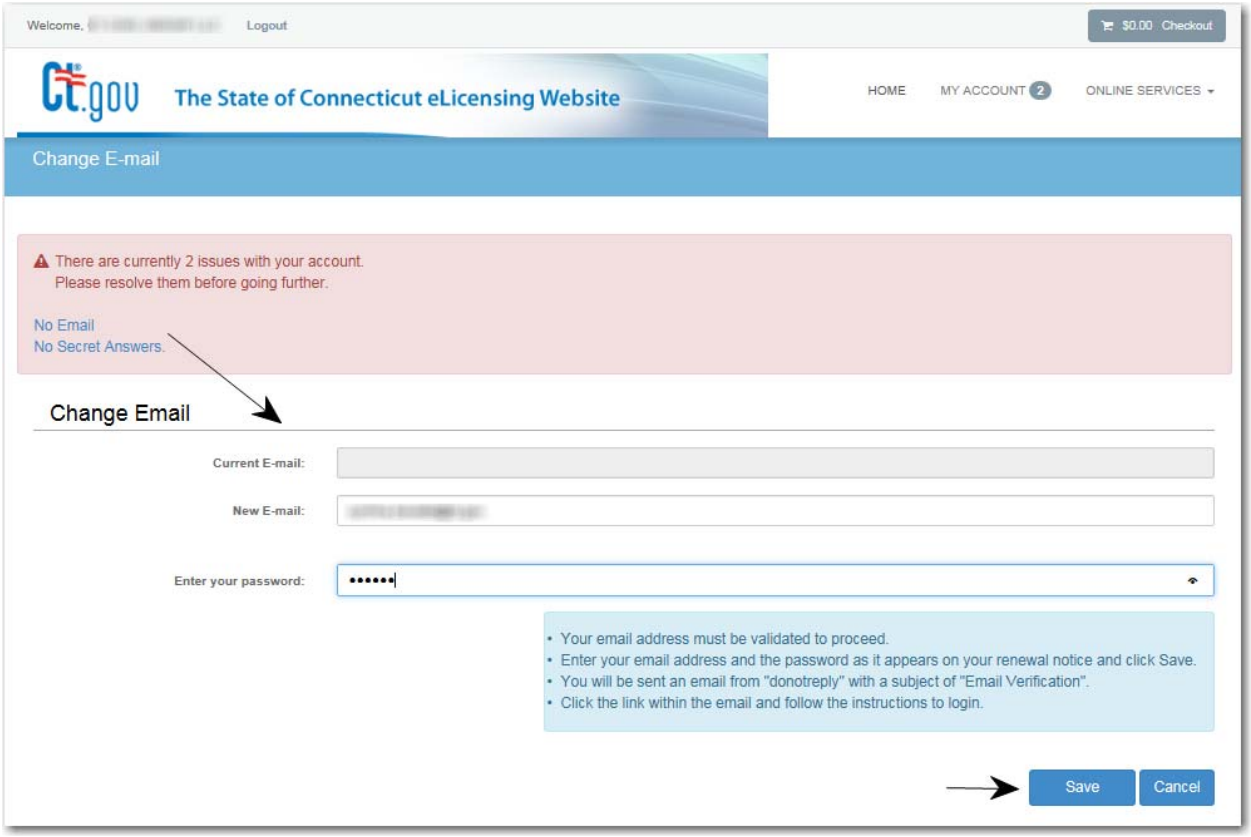
Follow these steps to renew your license, permit or registration online

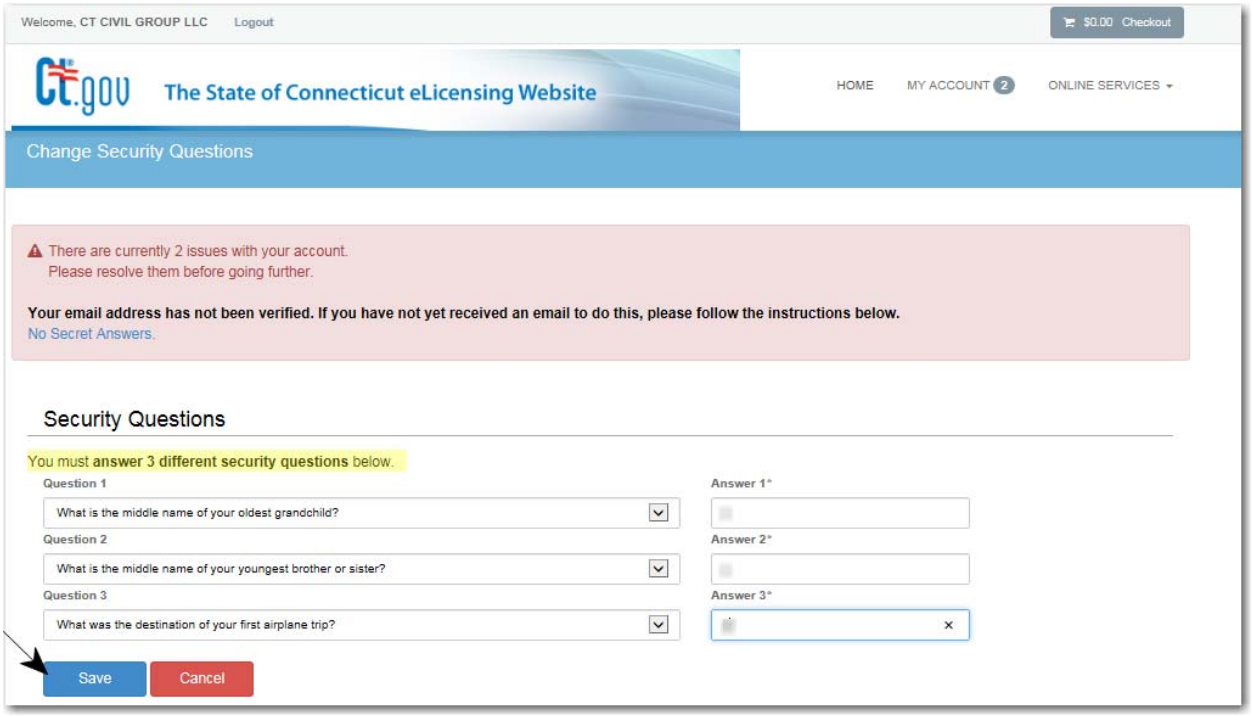
1). Enter your User Id and Password.



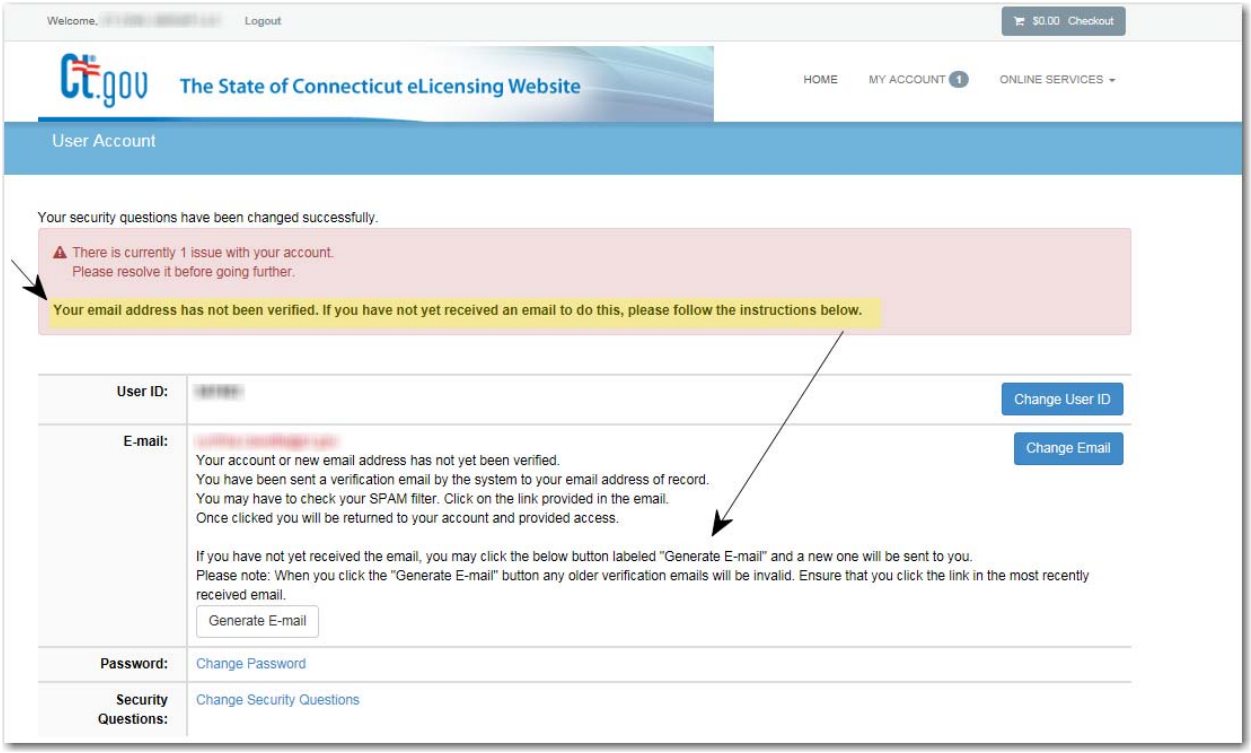
2). First time users will need to enter an email address and answer security questions. The system will prompt you for an email address and once entered, will send a confirmation to your email account which you will need to verify. Click Save once complete.



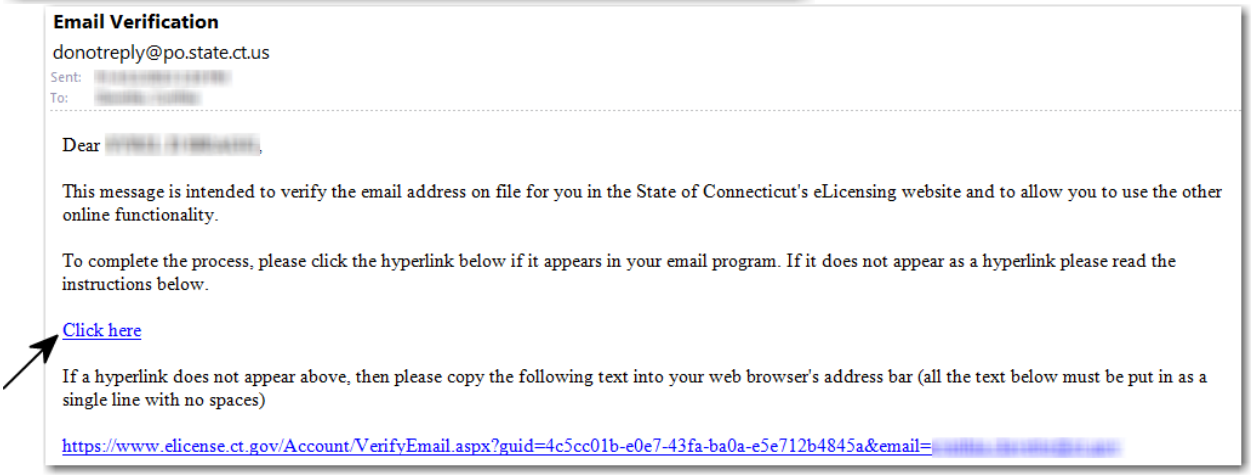
3). Answer the necessary Security Questions. You may select another question from the dropdown menu by clicking the arrow to the right of the question. Click Save once complete.



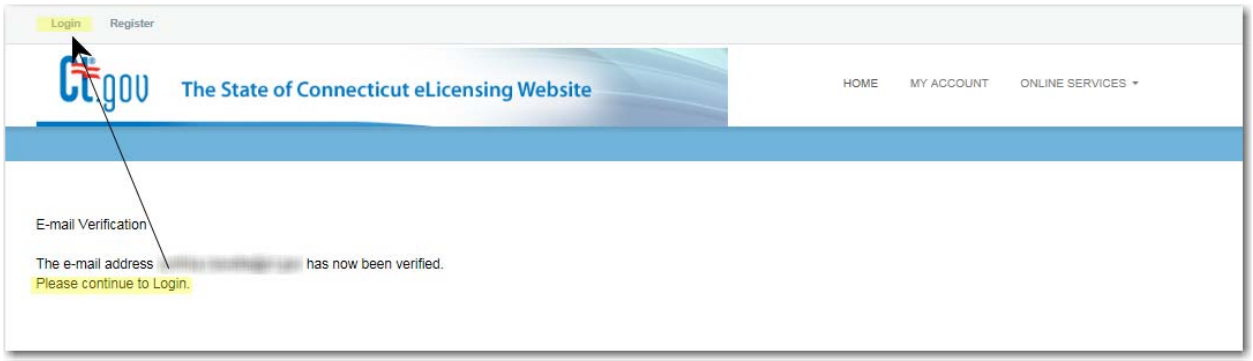
4). You must verify the email that was sent to your email account before proceeding.

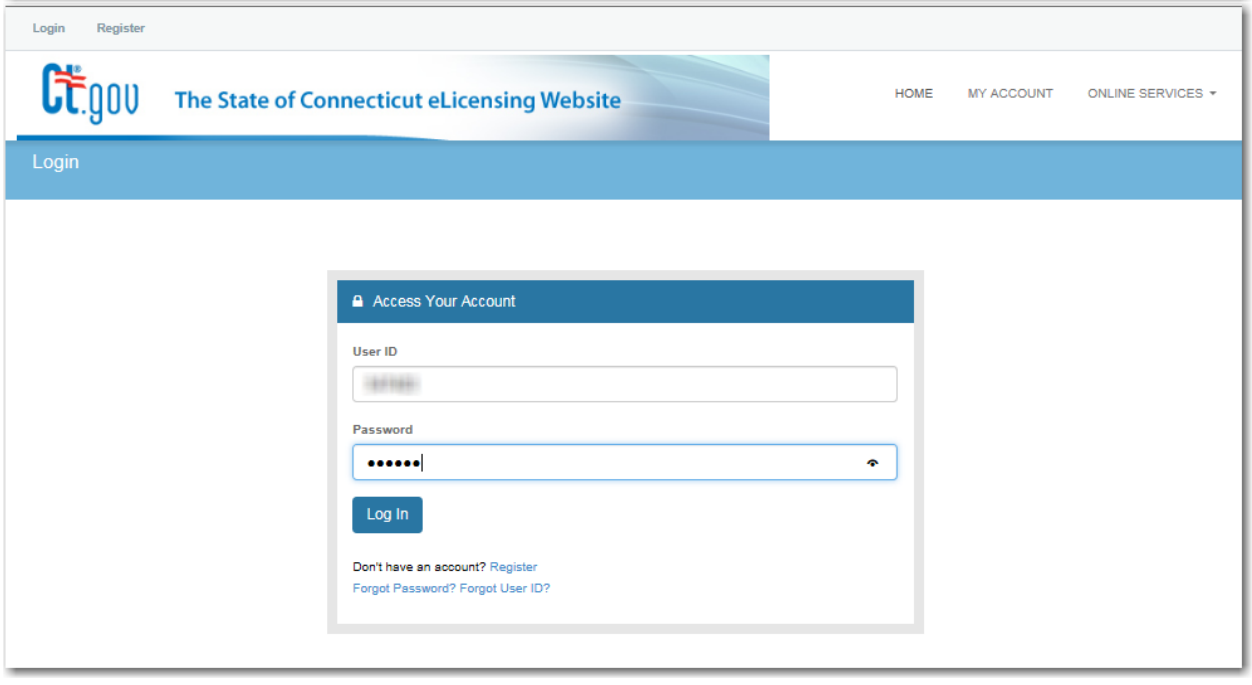


5). This is the email you will receive in your email Inbox. "Click here" to continue to the online renewal page.

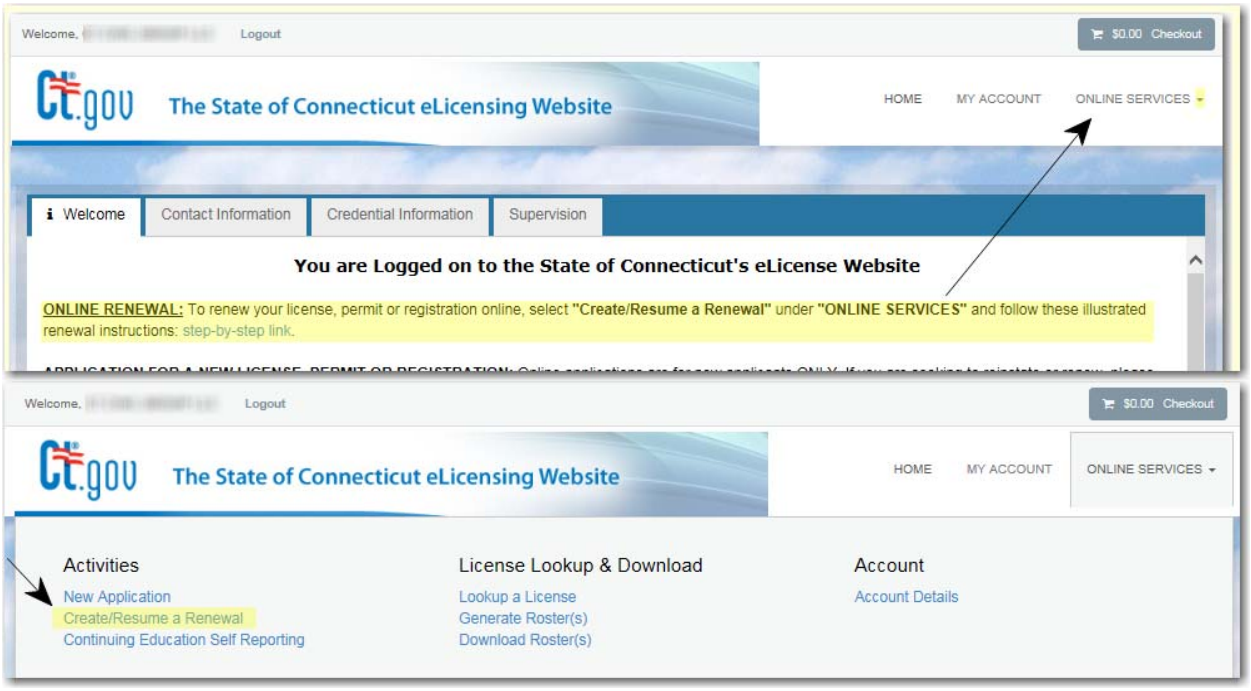


6). Click Login and enter your User Id and Password.



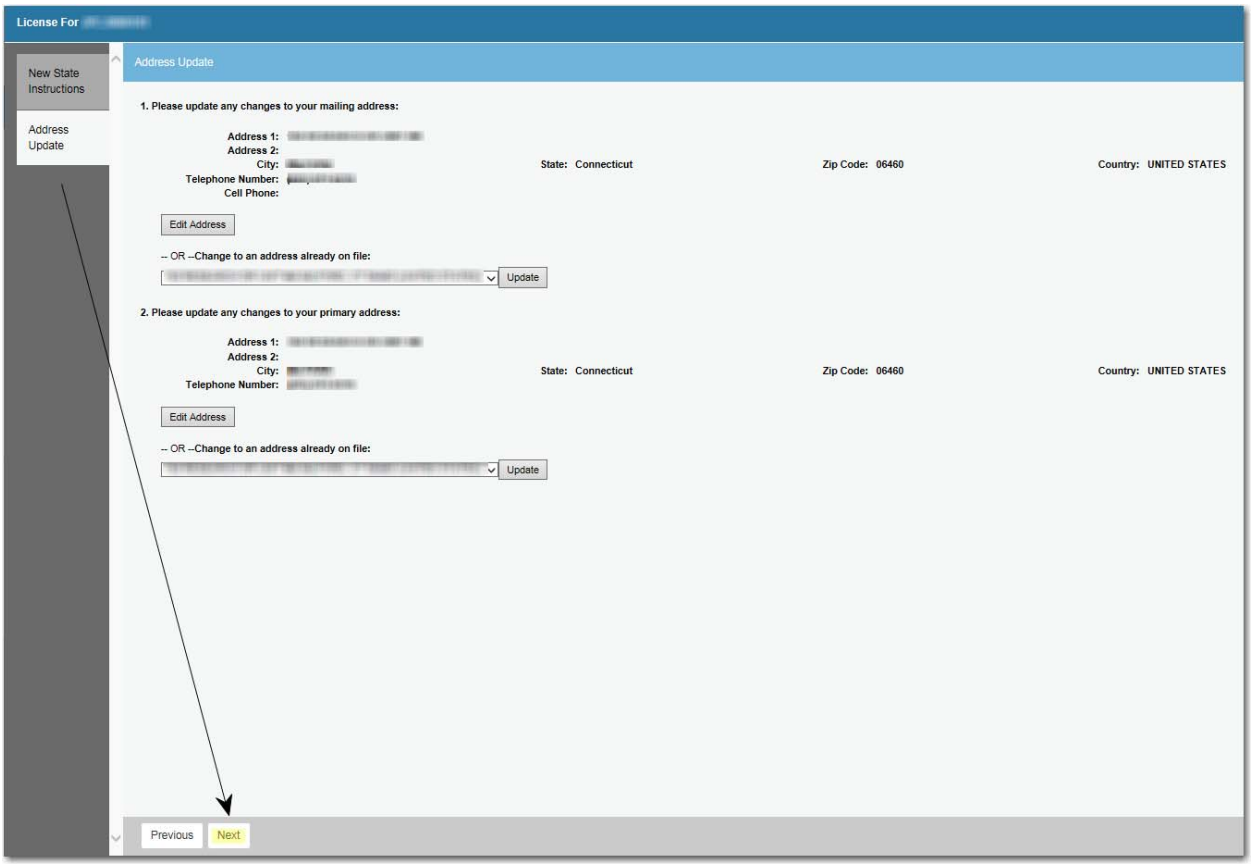


7). Once you are logged in, click Online Services and then “Create/Resume a Renewal” under “Activities”

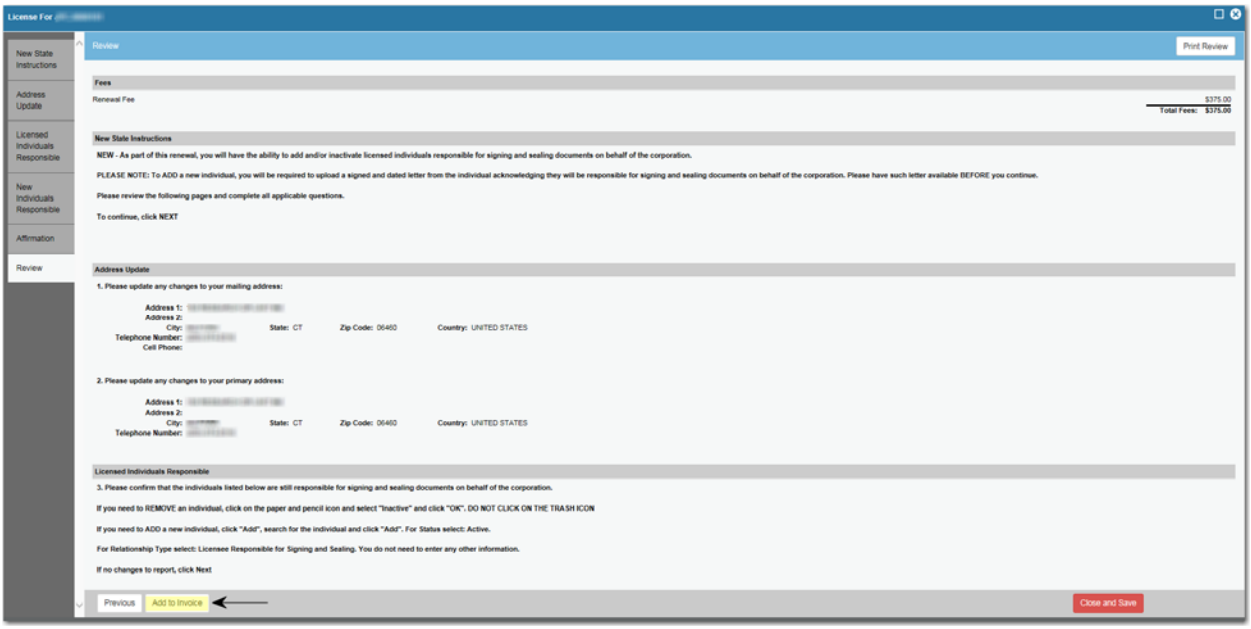


8). Select the license, permit or registration you wish to renew and click “Start”

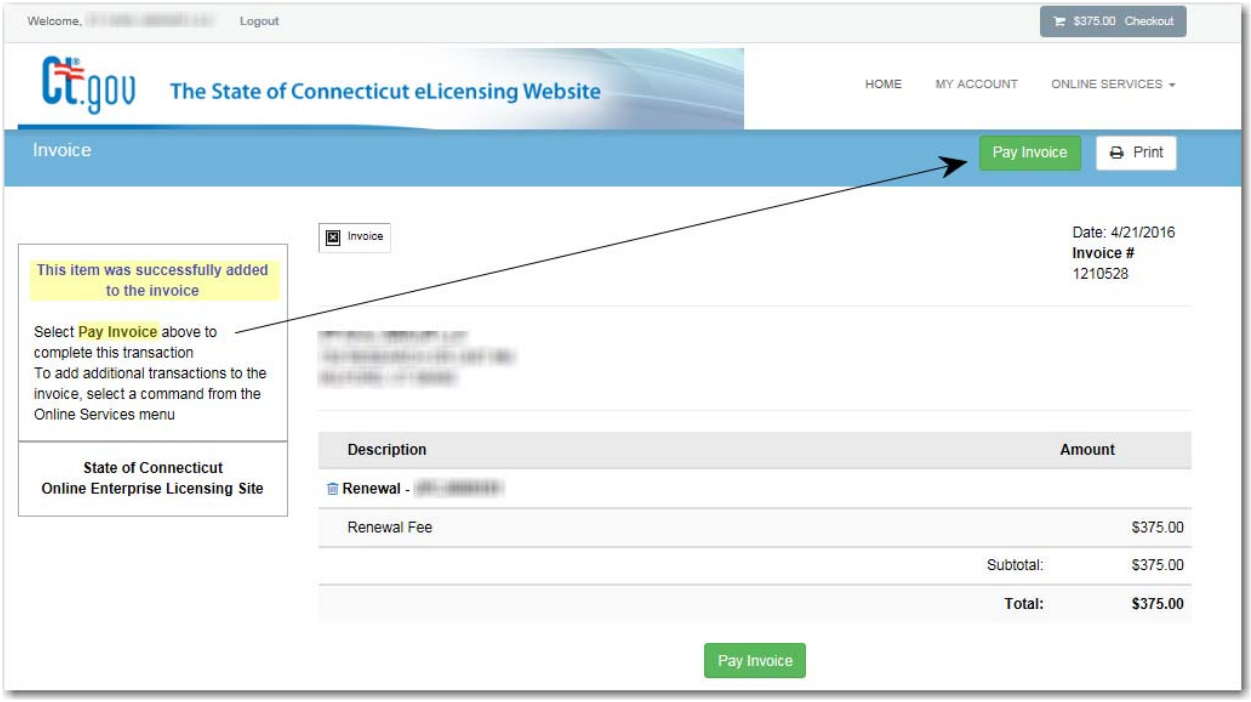
9). Make any address changes and complete the question(s). Click "Next" after each section to continue to the next page.



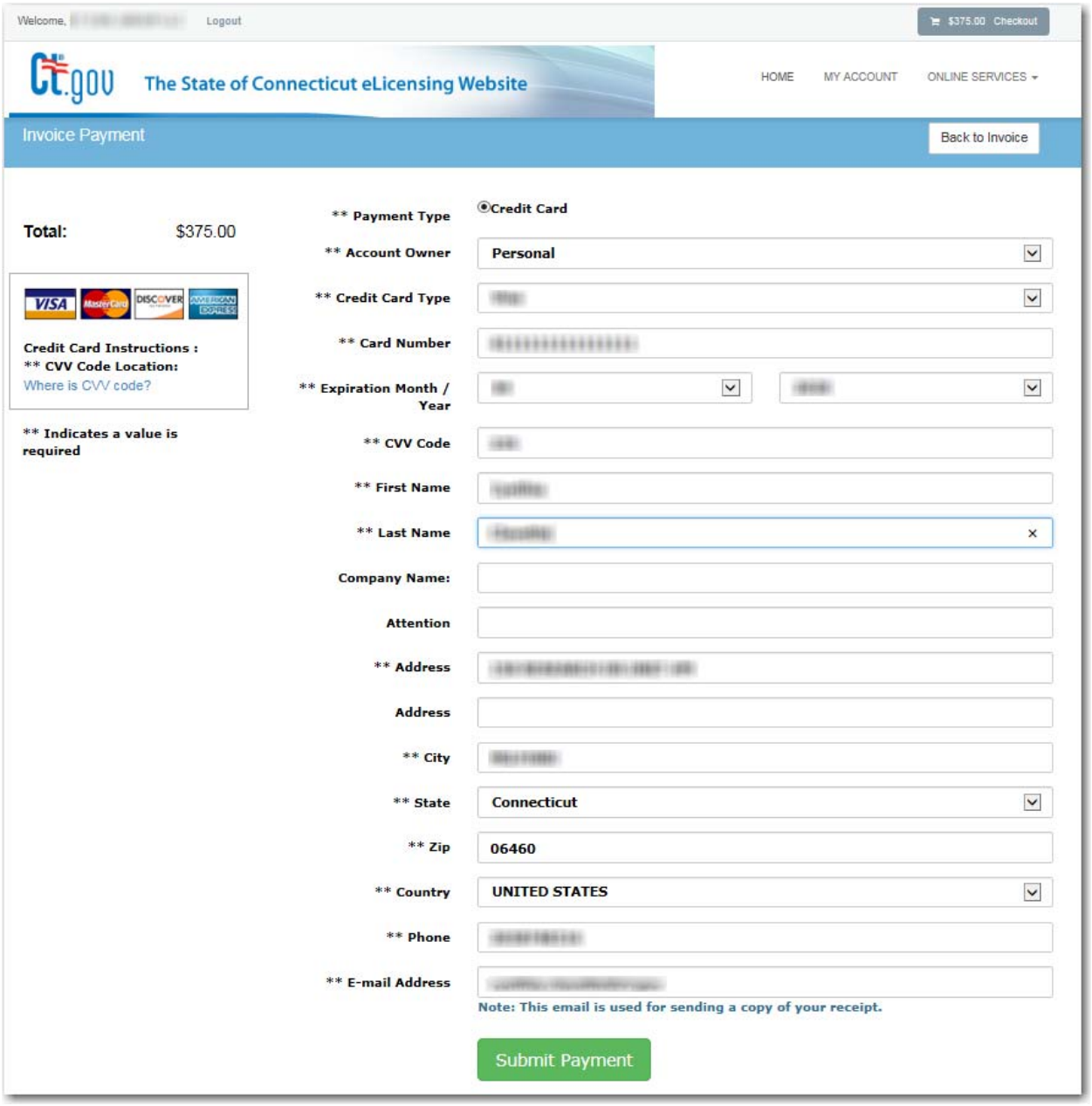
10). Once you have completed all sections, review the information and click "Add to Invoice" for the renewal fee to be added to the invoice for payment.



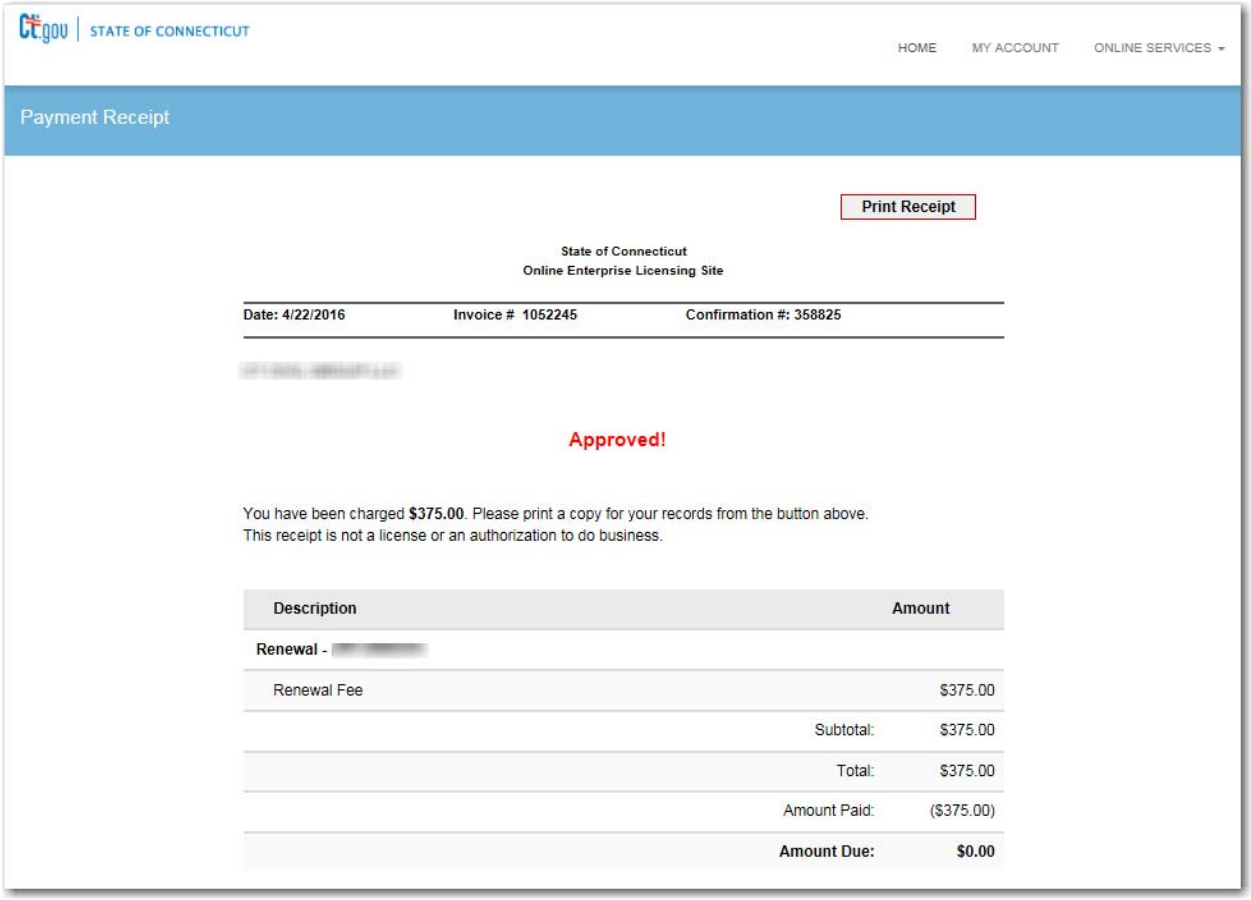
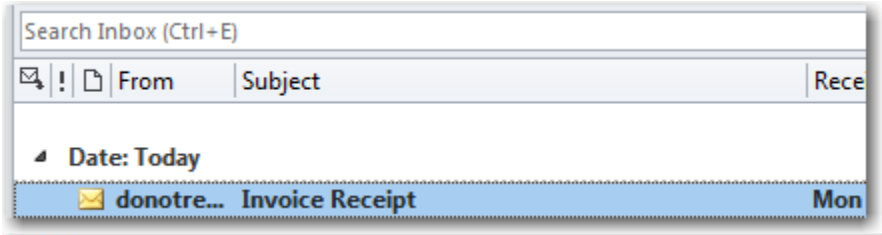
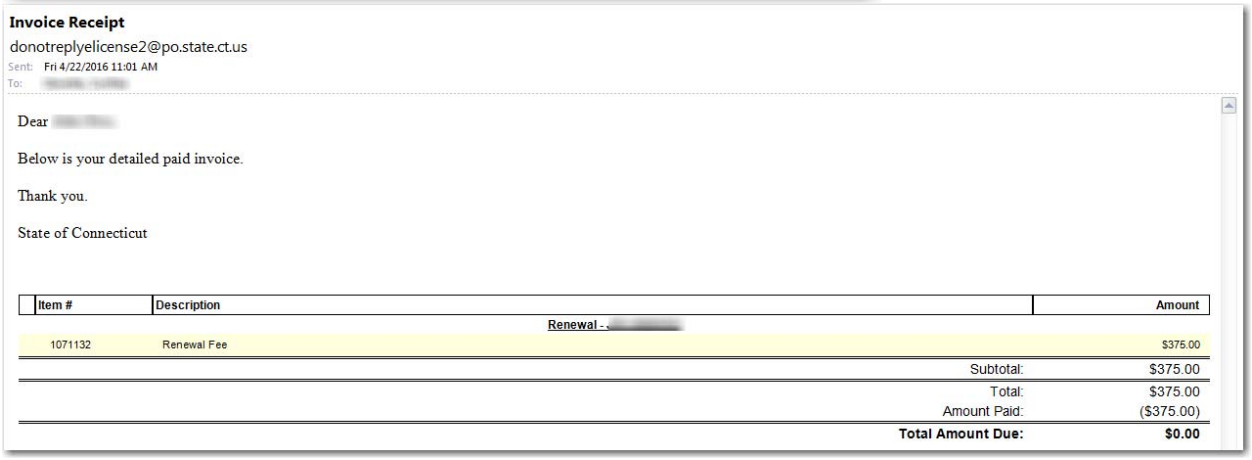
11). The next screen will confirm you have added the item successfully and you may now click “Pay Invoice” to pay for the renewal.



12). Enter the credit card information, name, address, telephone number and email address and click "Submit Payment."



13). Once the transaction is complete, you will receive an "Approved" message. Click "Print Receipt" for your records.



14). In addition to the receipt, an email confirmation will be sent confirming your payment.